



FOOD SERVICE DEPARTMENT
 Burbank Unified School District
 1900 W. Olive Avenue
 Burbank, CA 91506
 Phone: 818-729-4539
 Fax: 818-729-4570

Requests must be received at least two weeks in advance of party

Please fill out and return to the Food Service Office

This form can be faxed to: 818-729-4570

Secondary School

Pizza Party Request

Contact Person: _____

Email: _____

Teacher: _____

School: _____

Classroom: _____

Billing Information: _____ payment by: check ___ appropriation # ___

Date of Party: _____

Pick Up Time: _____

of Students: _____

CHOICE OF PIZZA

Pizza Hut Pizza (available by PIE ONLY with a \$2 per class surcharge - 8 slices per pie)

Cheese *Quantity of Pies* _____

Pepperoni *Quantity of Pies* _____

Additional Pizzas available for \$10 each - 8 slices per pie

Cheese *Quantity of Pies* _____

Pepperoni *Quantity of Pies* _____

HOW DOES A PIZZA PARTY WORK?

- Each student will get 1 slice of pizza, fresh fruit, fresh vegetable, and milk or juice. A volunteer or classroom aide must pick up the fruit, vegetable, drinks, plates and spork packets one half hour before the party from the cafeteria.
- The pizzas must be picked up from the school office.
- Pizza Hut nutrient compliant pizza is specially formulated to comply with the National School Lunch Program nutritional guidelines.
- Please provide the Food Services Department with a class list at least one week before the event .
- The Food Service Department will generate an invoice which will be due immediately upon receipt.
- Students on the Free and Reduced Meal Program will be billed at either FREE or 40¢ each depending on their status. Students NOT on the Free and Reduced Meal Program will be billed at \$3.00 each. Absent students will not be charged.

NOTES: For Food Service Use Only

Date Received: _____ Date Invoiced: _____

Production Printed: _____ Pizzas Ordered: _____ Sides Ordered: _____

Class List Received: _____ Free/Reduced Status: _____

Absence List: _____ Served: _____

1008	\$0.00	X		
2008	\$0.40	X		
3008	\$3.25	X		
extra	\$10.00	X		
surchg	\$2.00	X		
other		X		
TOTAL				

The National School Lunch Program dictates that all of our children must be offered a complete meal through the Food Service Department which meets the nutritional guidelines of the USDA. A complete meal consists of milk or juice, fruit, vegetable, grain, and meat or meat alternative.